

Classification

Approved For Release 2006/09/25 : CIA-RDP75-00399R000100120015-8

REPORTS INVENTORY

CONTROL NO.

SD-101.21

PREPARE IN DUPLICATE

1. TITLE OF REPORT (if a fill-in report include Form No.)

Semiannual Accomplishment Report

2. TYPE
OF
REPORT

STATISTICAL

☒ NARRATIVE

MACHINE-NAME LISTING

3. FUNCTIONAL AREA

PERSONNEL
☒ LOGISTICS
MEDICALTRAINING
SECURITY
FINANCEADMIN. GENERAL
OTHER (specify)

4. NO. OF COPIES PREPARED

2

5. FREQUENCY (weekly, monthly, quarterly, etc.)

Semiannual

6. DISTRIBUTION (No. of components not
number of copies)

OAMS - FSB

7. FORMAT (memorandum, form
computer print-out, etc)

Memo

8. ADP PROCESSING

☐ YES
☒ NO

IF YES GIVE ADP PROCESSING NO.

9. DIRECTIVE AUTHORITY REQUIRING REPORT

10. PREPARING COMPONENT (include lowest level
contributing information to report)

OAMS

11. FEEDER REPORTS (State total number and identify by Title,
Form No., or nomenclature. Attach separate sheet if necessary.)

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12. COST FACTORS

A. MANUAL PREPARATION AND REVIEW COSTS

GRADE	HOURLY RATE	<input checked="" type="checkbox"/> HOURS PER REPORT	= COST PER REPORT	<input checked="" type="checkbox"/> TIMES PREPARED	= COST PER YEAR
GS-14	9.76	5	48.80	2	97.60
GS-6	4.32	1	4.32	2	8.64

B. COSTS OF COMPUTER PRODUCED REPORTS

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TOTAL COSTS PER YEAR

106.24

13. COMPLETE DETAILED JUSTIFICATION FOR THIS REPORT (in addition to directive or authority cited in item 9). IF KNOWN,
INCLUDE DATE REPORT WAS FIRST STARTED AND COMPONENT WHO ESTABLISHED REQUIREMENT.Summarizes the progress of the section in completion of previously established
goals, and establishes goals for the next semiannual period.

14. FUTURE GOALS

GOAL PROPOSED BY COMPONENT FOR THIS REPORT

☐ RETAIN AS IS ☐ OTHER (explain)
☐ CHANGE
☐ DISCONTINUE

ESTIMATED SAVINGS

MAN-HOURS

DOLLARS

STAT

16. DATE OF INVENTORY

5 Oct 70

17. NAME AND TITLE OF PERSON FURNISHING INFORMATION

18. EXTENSION

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FORM 142

Classification

(22-36-43)

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